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January 14, 2002

Certified Mail
Return Receipt Requested

Mr. John F. Burke
104 Johnny Cake Ln.
Glastonbury, CT 06033

Re: 1-Step Surety System
U.S. Serial No. 09/738,023

RECEIVED

MAR 1 8 2002

OFFICE OF PETITIONS

Dear Mr. Burke:

Enclosed are a Declaration and Power of Attorney and an Assignment for the above-identified patent application. Also, enclosed is a complete copy of the application as filed with the United States Patent and Trademark Office on December 15, 2000.

Kindly sign and date the enclosed documents and return to me as soon as possible, and no later than January 25, 2002, as the Patent Office has requested these documents, and we are under a deadline within which to file them. With regard to the Assignment, kindly have your signature witnessed.

Very truly yours,



Jane E. Alexander

JEA:psh
Enclosures
PTN18604.1